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**Subject:** West Coast NEP Mtg - Agenda Development - Action Required  
[draft west coast nep meeting v1.docx](#)

Hello West Coast NEPers:

Plans are advancing for our West Coast NEP meeting in SF on 10/26. Attached is a draft agenda that Peter Murchie and I prepared based on the input we have received to date. There are 6 topic areas with proposed co-leads as follows:

- CCMPs (Caitlin Sweeney/Deb Marriott/Luisa Valiela)
- Monitoring and Science (Tom Ford/Angela Adams)
- Climate Change/Sea Level Rise (Lexie Bell/Suzanne Marr)
- Public Engagement for Action (Sheida Sahandy/Peter Murchie)
- Grant Agreements & EPA Guidance (Lisa Phipps/Michael Rylko)
- West Coast Ocean Governance (Tom Ford/Sam Ziegler)

The meeting is to be a collaborative discussion, rather than a series of presentations. In addition, meeting prep is intended to be kept to a minimum. The role of the co-leads is to prepare discussion questions and facilitate the discussion. In addition, the co-leads should prepare a one to two sentence description to be included in a revised agenda (*see example language included in draft agenda for West Coast Ocean Governance*). To the extent it is relevant to the topic, the co-leads can assemble information to share and/or briefly present or have someone else briefly present at the meeting. Presentations, if useful, should be brief (e.g., 5 minutes). Our meeting room will be fully equipped.

Please confirm the topic areas and the co-lead assignments at your earliest convenience (no later than COB 10/17), along with any proposed agenda revisions. Co-leads should contact each other to prepare the one or two sentence description for the agenda and to begin preparing your discussion questions. A revised agenda will be distributed in advance of the meeting. To the extent possible, you may want to prepare for other topic areas that you are not co-leading by bringing info, materials, questions, issues, etc. to share at the meeting.

**Dinner the night before (10/25):** The plan is to meet at The Fly Trap at 6PM for cocktails, sitting down for dinner at 6:30. The Fly Trap is just around the corner from EPA at 606 Folsom Street with a four star rating on yelp. We have a reservation for 15, so please RSVP regarding dinner so I can adjust the reservation accordingly.

**Lunch the day of (10/26):** We will have lunch brought in, for a working lunch. Plans for this are still “under construction” so stay tuned concerning cost and the menu.

The draft agenda includes a list of the 15 confirmed participants. I’m very much looking forward to seeing you all and to our discussions. If you have any questions please contact me.

With regards,

Sam Ziegler  
Chief, Watersheds Section

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R9 Watershed Priorities at <http://www.epa.gov/region09/water/watershed/index.html>